

**STATE BOARD OF FUNERAL AND CEMETERY SERVICE BOARD MEETING
THURSDAY JUNE 7, 2016
INDIANA GOVERNMENT CENTER SOUTH, ROOM W064
402 W WASHINGTON STREET
INDIANAPOLIS, IN 46204**

CALL TO ORDER

The meeting was called to order at 11:00 a.m. by Thomas Sproles, pursuant to public notice posted at the principal office of the board at least forty-eight (48) hours before the time of the meeting.

BOARD MEMBERS PRESENT:

Thomas Sproles, Chairman
Christopher Cooke, Vice Chairman
Robert Loose
Donald Alford
Frank Downing
Theodore Mau
David Andrew Clayton
Roland Cutter
Tasha Smith, State Department of Health

STATE OFFICIALS PRESENT:

Tracy Hicks, Board Director
Jennifer Broadbent, Assistant Board Director
Donald Hannah, Deputy Attorney General

ADOPTION OF THE AGENDA

The agenda was adopted.

Cooke/Alford
8/0/0
Motion carried.

ADOPTION OF THE MINUTES OF THE APRIL 7, 2016, MEETING OF THE BOARD

A motion was made and seconded to approve the minutes of the April 7, 2016 meeting.

Cooke/Cutter
8/0/0
Motion carried.

ADMINISTRATIVE HEARINGS

1. Administrative Hearing in the matter of Travis Lee Surber, FI21500039, SBFCS 15-42

A motion was made and seconded to grant withdrawal of probation.

Cutter/Loose
6/0/0
Motion carried.

2. Administrative Hearing in the matter of Burns Funeral Home, CA21400022, SBFCS 14-11

A motion was made and seconded to grant withdrawal of probation pending proof of completion of the IFDA Crash Review course.

Mau/Cutter
9/0/0

Motion carried.

3. Administrative Show Cause Hearing in the matter of Keith Mefford, SBFCS 16-06

A motion was made and seconded to approve the verbal Motion for Continuance.

Mau/Clayton
5/0/0
Motion carried.

OFFICE OF THE ATTORNEY GENERAL REPORT

Written report was provided.

CONSIDERATION OF PROPOSED FINDINGS OF FACT, CONCLUSIONS OF LAW AND ORDER IN THE MATTER OF ROBERT T. HOLLAND, FD29700058, SBFCS 16-12

A motion was made and seconded to accept the Proposed Findings of Fact, Conclusions of Law and Order

Cutter/Loose
6/0/0
Motion carried.

CONSIDERATION OF APPLICATION FOR REINSTATEMENT IN THE MATTER OF ROBERT T. HOLLAND, FD29700058, SBFCS 16-12

A motion was made and seconded to deny reinstatement of the license due to the fact that he has not complied with the CE requirement.

Loose/Downing
6/0/0
Motion carried.

CONSIDERATION OF MOTION FOR VOLUNTARY DISMISSAL

1. Williams-Bluitt Funeral Home, FH11100022, SBFCS 16-11

A motion was made and seconded to dismiss the matter.

Loose/Downing
6/0/0
Motion carried.

PERSONAL APPEARANCE AND CONSIDERATION OF APPLICATION FOR FUNERAL HOME LICENSE AND CERTIFICATE OF AUTHORITY

1. Ulrich-Filter-DeVries Funeral Home CA20800004

A motion was made and seconded to refer the matter to the Office of the Attorney General

Mau/Cooke
9/0/0
Motion carried.

2. Ulrich-Filter-DeVries Funeral Home, FH10800004

A motion was made and seconded to refer the matter to the Office of the Attorney General

Alford/Cutter
6/0/0

Motion carried.

CONSIDERATION OF POSSIBLE LICENSE SUSPENSION FOR FAILURE TO COMPLY WITH THE NOTICE OF NONCOMPLIANCE

1. Megan (Brazzell) Senters, SBFCs 15-09

A motion was made and seconded to suspend the license for failure to appear.

Loose/Cutter
6/0/0
Motion carried.

VERIFIED COMPLAINT REQUESTING RESTITUTION FROM THE PRENEED CONSUMER PROTECTION FUND

A. Palmer Funeral Home West Chapel for Audrey J. Holmes

Re: Clark-O'Neal Funeral Home, Inc., FH10400018 (Closed)

A motion was made and seconded to approve the request in the amount of \$4016.50 plus interest not to exceed the amount of the at-need contract.

Mau/Loose
9/0/0
Motion carried.

B. Pauletta Washington for Peter Paul Woodard Sr.

Re: Clark-O'Neal Funeral Home, Inc., FH10400018 (Closed)

A motion was made and seconded to approve the request in the amount of \$2903.05 plus interest not to exceed the amount of the at-need contract.

Loose/Alford
9/0/0
Motion carried.

C. Evelyn Gomez for Sara Collazo

Re: Kraft Funeral Home, FH10000005 (Revoked)

A motion was made and seconded to approve the request in the amount of \$2960.00 plus interest not to exceed the amount of the at-need contract.

Downing/Alford
9/0/0
Motion carried.

D. Lavenia and Summers Home for Funerals for Rosetta S. Dixon

Re: Marvin L. Boatright Funeral Service, FH10500002 (Closed)

A motion was made and seconded to approve the request in the amount of \$6500.00 plus interest not to exceed the amount of the at-need contract. T. Mau recused himself and left the meeting room while discussion and action was taken due to the fact that his employer now owns this funeral home. The following members continued to participate: C. Cooke, D. Clayton, T. Sproles, R. Loose, F. Downing, D. Alford, R. Cutter, and T. Smith.

Loose/Downing
8/0/0
Motion carried.

E. Shelia C. Kirby-Chapel Lawn Funeral Home for Oliver Hillestad

Re: Clarence J. Huber Funeral Home, FH83002851

A motion was made and seconded to approve the request in the amount of \$1500.00 plus interest not to exceed the amount of the at-need contract.

Downing/Alford

9/0/0

Motion carried.

F. Steinke Funeral Home for Florence Storey

Re: Lang Funeral Home, FH19300014 (Revoked)

A motion was made and seconded to approve the request in the amount of \$9123.43 plus interest not to exceed the amount of the at-need contract.

Loose/Alford

9/0/0

Motion carried.

VI. REVIEW OF CONTINUING EDUCATION SPONSORS AND COURSES

D. Clayton and F. Downing will be reviewing continuing education independently before each meeting and reporting their recommendations to the board.

A motion was made and seconded to approve and deny the courses as indicated below.

Loose/Alford

6/0/0

Motion carried.

NEW COURSES FROM PREVIOUSLY APPROVED SPONSORS

Aurora Casket Company, CE10800648 – No IN law

- Ø Decoding the Generations, August 17, 2016, 1 CEU
- Ø The Art of Cremation Phone Inquiries, August 17, 2016, 2 CEUs
- Ø Creating a Culture of Trust, August 17, 2016, 1 CEU

Cremation Association of North America, CE21200016 – No IN law

- Ø Crematory Operations Certification Program, Multiple 2016 dates, 6 CEUs
- Ø The Pendulum Effect, February 3, 2016, 1 CEU
- Ø Cremation Information Everyone Should Know, February 3, 2016, 1 CEU
- Ø Navigating Legal Landmines, February 3, 2016, 1 CEU
- Ø It's All About the Stories, February 3, 2016, 1 CEU
- Ø Roundtables with a Twist, February 3, 2016, 1 CEU
- Ø Decide, Believe, Take Action, February 4, 2016, 1 CEU
- Ø Cremation Liability & Lawsuits, February 4, 2016, 1 CEU
- Ø If Disney Did Funerals, February 3, 2016, 1 CEU
- Ø Business Unusual, February 3, 2016, 1 CEU
- Ø Shift Happens, August 11, 2016, 1 CEU
- Ø Death Care Regulators Association Panel, August 11, 2016, 1 CEU
- Ø The Funeral Rule, August 11, 2016, 1 CEU
- Ø Impact of Cremation on Financial Health, August 11, 2016, 1 CEU
- Ø Cremation Fundamentals, August 11, 2016, 1 CEU
- Ø The Answer is in the Numbers, August 12, 2016, 1 CEU
- Ø The Second Life of Historic Cemeteries, August 12, 2016, 1 CEU
- Ø Graceland Cemetery Tour, August 12, 2016, 2 CEUs

Funeral Service Academy, CE21400012 – No IN law

- Ø Embalming: Autopsies and Organ/Tissue Donors, Ongoing, 1 CEU

- Ø Grief & Cultural Competence: The African American Diaspora, Ongoing, 1 CEU
- Ø Grief & Cultural Competence: Hispanic Traditions, Ongoing, 1 CEU
- Ø Grief & Cultural Competence: Jewish Traditions, Ongoing, 1 CEU

Indiana State Coroners Association & Indiana State Coroners Training Board, CE10800754 – No IN Law

- Ø 2016 Dr. David Avolt In-Service, June 2, 2016 – Jun 4, 2016, 16 CEUs
- Ø AIT Partners w/Coroners, June 2, 2016, 2 CEUs
- Ø Donor Network Partners w/Coroners, June 3, 2016, 1 CEU

International Order of the Golden Rule, CE10800865 – No IN law

- Ø How to Write an Obituary Worth Reading, June 16, 2016, 1 CEU
- Ø Funeral Directors & Legal Advice: Don't Take The Risk, July 14, 2016, 1 CEU
- Ø Where Does My Business Stand? Benchmarks in Profitability, August 25, 2016, 1 CEU
- Ø 7 Integrated Components of HR for Small Firms with Limited Resources, September 22, 2016, 1 CEU
- Ø People Skills that Build Trust & Lead Repeat & Referral Calls, November 10, 2016, 1 CEU

Mid-America College of Funeral Service, CE10800903 – No IN law

- Ø Today's Mortuary School, June 9, 2016, 1 CEU
- Ø Troubleshooting Your Older Building, TBD, 1 CEU

MKJ Marketing, CE10800860 – No IN Law

- Ø Receptions and Events Planning, August 1-2, 2016, 6 CEUs
- Ø Growing Your Online..., August 3-4, 2016, 6 CEUs

OFDA District One, CE20800910 - No IN Law

- Ø Working in the Canyon of Why? Help Those Bereaved by Suicide, May 4, 2016, 7 CEUs

Selected Independent Funeral Homes, CE10800819 – No IN Law

- Ø Choose to Make Positive Changes, July 20, 2016, 3 CEUs

Trigard Burial Vaults, CE21300003 – No IN Law

- Ø Concrete Burial Vault Industry, June, 2016, 2 CEUs

Wilbert, Burial Vault Co., Inc., CE21500018 – No IN Law

- Ø Chemical Review & Dilution, Ongoing, 1 CEU
- Ø Embalming the Difficult Case (Jaundice, Edema & Drug Related Cases) Ongoing, 2 CEUs

NEW SPONSOR

Indiana Donor Network, NEW – No IN law

- Ø The Difficult Conversation, Ongoing 2016, 1 CEU
- Ø Where Does the Time Go?, Ongoing 2016, 1 CEU

ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 12:35 p.m.